**Assessment Plan**

The following table summarizes the instruments and tools that will be used to monitor program activities. Select summary findings will be compiled into an **annual report**, to be used for strategic planning and program improvements. The report will be disseminated to the external advisory committee, departmental and college administrators, and electronically on the program webpage.

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| --- | --- | --- |
| **PROGRAM SURVEYS** | **When** | **By Whom** |
| ***1 yr alumni survey:*** Census of alumni, approximately one year post-graduation, identified through institutional research (IR) reports and social media, to determine current status (working, continuing education, looking/applying, not looking/applying). Informs CEPH annual report and B3-1. | Annually | MPH Coord  BSPH Coord |
| ***MPH 3 yr alumni survey:***Census of alumni, approximately three years post-graduation and identified through IR reports and social media, to determine perceptions of success in achieving program competencies and ability to apply competencies in post-graduation placements (B4); use of career services (H4); participation in student mentoring and alumni activities. | Annually | MPH Coord |
| ***BSPH 3 yr alumni survey:***Census of alumni, approximately three years post-graduation and identified through IR reports and social media, to determine perceptions of success in meeting foundational domains and program competencies, and ability to apply them in post-graduation placements (B4); use of career services (H4). | Annually | BSPH Coord |
| ***Student Survey:*** Census of continuing MPH and BSPH students. Measures perceptions of class size and availability of faculty (C2); involvement in service beyond APE/internship (F2); inclusivity/ culture (G1); satisfaction with advising (H1); satisfaction with career advising (H2); student governance (A3); and, student goal measures | Each April | MPH Coord  BSPH Coord |
| ***MPH Exit Survey:*** Census of graduating MPH Students to determine perception of how well program prepared on competencies, career preparation, perceptions on advising, class size , instruction, innovations. | End of each semester | MPH Coord |
| ***BSPH Exit Survey:***  Census of graduating students BSPH Students to determine perception of how well program prepared on competencies and foundational knowledge, career preparation, perceptions on advising, class size, instruction, innovations. | End of each semester | BSPH Coord |
| ***Orientation Survey****:* Census of newly matriculating MPH students and newly admitted BSPH students to inform advising and assess prior experience in health/PH (H4), if multilingual (H4), and if member of priority diversity population(s) (G1). | Start of each semester | MPH Coord  BSPH Coord |
| ***Faculty Annual Report:*** Census of primary faculty assessing goal measures for scholarship, service, instruction; professional development; measures for E3, E4, E5. | Each May | Assess Comm |
| **INTERNAL ASSESSMENTS (non-survey)** |  |  |
| ***MPH Syllabi Review:*** higher order objectives; learning objective alignments to competencies, foundational knowledge (MPH), foundational domains (BSPH); assessment alignments. | Annually | MPH Curriculum Committee(CC) |
| ***BSPH Syllabi Review:*** higher order objectives; learning objective alignments to competencies, foundational domains (BSPH); assessment alignments. | Annually | BSPH CC |
| ***MPH Competency Alignment:*** content review vis a vis competencies and foundational knowledge. | 3.5 yrs | MPH CC |
| ***BSPH Competency Alignment:***  content review vis a vis competencies and foundational domains. | 3.5 yrs | BSPH CC |
| ***BSPH Internship Forms:*** Annual summary of placements; Preceptor perception of students’ readiness for practice | Annual | BSPH Coord |
| ***Institutional Research Reports:*** Graduation data; some diversity data; advisee headcounts; SAT/ACT (BSPH); GRE/TOEFEL (MPH); | Annual | MPH Coord  BSPH Coord |
| ***Virtual Suggestion Box:*** Anonymous online venue to share suggestions, complaints, etc. | Ongoing | MPH Coord  BSPH Coord |
| ***Student Forums/Focus Groups:*** Provide student feedback and suggestions on issues related to program operations and curricula. | Ongoing | MPH Coord BSPH Coord PHUGAS |
| ***Diversity:*** tracking form to monitor priority populations from IR reports and orientation survey | Annual | Diversity Comm |
| ***APE Forms:*** APE agreements; project officer’s assessment; student reflections | Ongoing | APE Coord |
| ***MPH Internship Forms:*** Internship agreements; preceptor evaluations; internship report | Ongoing | APE Coord  BSPH Coord |
| ***ILE Tracking Form:*** Summary of ILE projects; faculty ratings | Each Sem | MPH Coord |
| **EXTERNAL ASSESSMENTS (non-survey)** |  |  |
| ***External Advisory Meetings:***  Review annual report; assess perceptions of graduates’ readiness for practice; review guiding statements and measures; professional development needs (F4); APE projects/internships; | Annual | Faculty |
| ***Academic Health Department Meetings:*** Professional development needs (F4); APE projects/internships; perception of graduates | Annual | AHD liaisons |
| ***Key Informant Interviews:*** Provide professional opinions on program and curricula, on an as needed basis. | Ongoing | MPH Coord  BSPH Coord |